

Preplanning:

- Awful Library Books (<http://awfullibrarybooks.wordpress.com/>)
- Deciding weeding criteria
- Who/what else would be affected
- Timing
- Continual weeding (as recommended by CREW manual) or onetime event?
- How to process books/cataloging records
- CREW Manual! (<http://www.tsl.state.tx.us/ld/pubs/crew/crewmethod08.pdf>)

During:

- Clipboards
- Markers
- Sticky notes
- Flag
- Small book truck or 3
- Boxes
- Computer work stations
- Weeding criteria (incl. List of books to remove, floor plan, weeding plan, workflow, how to handle surprise items i.e. things in bad condition can be brought to the "decider(s)" attention)
- Procedures manual (rules to refer to; clear instructions. There should be NO guesswork in this. Everything should be clearly planned and explained to volunteers/workers)
- Library policy, system policy and see how other decisions might be effected by this (i.e. Catalog records or centralized deaccessioning)
- Highlighters
- Pencils
- Discard stamp
- Gloves
- Allergy medicine (it is bound to be dusty)
- Volunteers

Concepts

What to do with books post-weed:

- Better World Books
- Friends group to handle library sale
- Crafternoons projects
- Storage
- Dumpster
- Donate (jail or prison book groups, schools for collage projects)

Other things you might not have thought of:

- Public reaction
- Board support
- Written justification or notification of weeding project/plan
- Notify Friends group their next sale will be BIG